

## Volunteer Agreement

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As a volunteer in the Richland School District One Volunteer Program, I agree:

### *Conduct towards the School District and Schools*

- To attend an orientation session prior to working with a school;
- To commit at least one hour a week for mentors and tutors, two hours a month for lunch buddies or a schedule that is agreed upon by my individual school and myself;
- To never be without another adult present that is able to see and hear my interaction;
- Refrain from smoking on school grounds and in presence of students and refrain from eating or drinking except at designated times and locations;
- To be on time to meet the staff or student(s) I am working with;
- To notify the school if I am unable to keep my appointment;
- To keep discussions with the students, his or her teacher, parent or guardian confidential;
- To limit my activities with the student to the school campus;
- To enter this relationship with an open mind; and
- To notify the school and volunteer coordinator if for any reason I must terminate the relationship or if additional training is needed in order to conduct the task assigned;
- Volunteers will not receive any financial/in-kind benefit for their service;
- Volunteers will communicate their observations regarding a student's learning; and
- Volunteers will communicate to school staff if they have any concerns about the physical, emotional or mental safety of a student

### *Conduct towards students*

- Volunteers will be fair and consistent when interacting with students;
- Volunteers will respect all student's opinions, even though they may be different from their own;
- Volunteers will not deliberately embarrass, disparage, ridicule or provoke students by actions or words;
- Volunteers will not use profanity, obscenity, vulgar language or gestures in the presence of students; and
- Volunteers will not discipline students, but communicate concerns to school staff;

I understand that my application will be submitted to the South Carolina Law Enforcement Division (SLED) for a background check and to the DSS Child Abuse Registry Check. Authorization is hereby given to Richland School District One to investigate my records with employers, schools and police records, therefore releasing all sources from liability, including Richland County School District One.

I further understand that I will be covered by the district's general liability insurance policy as long as I am carrying out my responsibilities as a volunteer. I acknowledge that if I perform some act that is not included in my responsibilities and not incidental to my role as a volunteer including but not limited to criminal activity, I will not be covered by the district's general liability insurance policy. In that event, I agree to indemnify, hold harmless and reimburse the Richland School District One Board of Commissioners, its individual members, agents, employees and representatives thereof, from and against any claim which I, any other parent or guardian, the student or any member of his/her family, or any other person may have or claim to have, known or unknown, directly or indirectly, or any losses, damages or injuries arising out of or as a result of, during, or in connection with my actions.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_